

MINUTES OF THE DOWNTOWN CITIZENS ADVISORY PANEL

July 25, 2016

4:00 P.M.

2nd Floor – H. Lee Dennison Building

Representatives Attending:

<u>DISTRICT</u>	<u>LEGISLATOR</u>	<u>REPRESENTATIVE</u>
1	Albert Krupski	Raymond Pickersgill
2	Bridget Fleming	Susan Von Freddi
4	Tom Muratore	Robert Martinez
5	Kara Hahn	Barbara Russell
6	Sarah S. Anker	Lori Baldassare
7	Robert Calarco	Dennis Smith
9	Monica R Martinez	Florence Joyner
10	Tom Cilmi	Alison Karppi
11	Thomas F. Barraga	Donna Periconi
12	Leslie Kennedy	Gina Coletti
13	Robert Trotta	William J. Garthe
14	Kevin J. McCaffrey	JoAnn Boettcher
15	DuWayne Gregory	John Diliberto
16	Steve Stern	Walter Rabe
17	Lou D'Amaro	Jennifer A. Casey
18	William Spencer	Keith Barrett
County Executive Rep/Chair		Regina Zara
Planning		Peter Lambert

Representatives Absent:

3	Kate M. Browning	John W. Liberti
8	William J. Lindsay III	Kay Cameron

Also Attending:

Heidi Kowalchyk, Contracts Management Analyst, Staff to Panel

Annette Brownell, Principle Account Clerk, Staff to Panel

Adopted: _____

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- I. **Welcome:** The meeting was called to order by Regina Zara at 4:12 p.m.
- II. **Consideration of the Minutes from 7/11/2016 Meeting:** Walter Rabe motioned to accept the minutes of the June 20, 2016 meeting, and Jo Ann Boettcher seconded the motion. The panel approved the minutes unanimously.
- III. **Correspondence:** none
- IV. **Old Business:** None
- V. **New Business:**
 - The Panel reviewed and discussed the Round 14 applications in relation to their scores. Jo Ann Boettcher motioned and Jennifer Casey seconded the motion to recommend 14 projects to the Legislature for their approval, with the first 13 applications being fully funded and the 14th being partially funded with the balance of the funds. The motion passed unanimously.
 - Jennifer Casey motioned and Raymond Pickersgill seconded that if certain portions of a fully funded project could not be funded as recommended by the panel, that the funds be applied to the partially funded project. If that becomes fully funded, the funds would be applied to the next. The motion passed unanimously.
- VI. **Give and Take:** Discussion ensued about better defining application criteria and guidelines for future Rounds. Zara requested panel members to submit suggestions for discussion and consideration at next meeting.
- VII. **Public Portion:** None

Meeting adjourned 5:20 p.m.

2016 Schedule of Upcoming Meetings:

(H. Lee Dennison Bldg. 2nd Floor – Planning Conference Room)

August 29 (if needed)

September – No Meeting

October 24 – Guest Speaker, Workforce Development Institute

November 2

December 5 – Downtown Tour